



DEPARTMENT OF THE NAVY

NAVAL AIR STATION
22268 CEDAR POINT ROAD
PATUXENT RIVER, MARYLAND 20670-1154

NASPAXRIVINST 1710.21J

86/I-5

MAY - 1 2002

NAS PAXRIV INSTRUCTION 1710.21J

From: Commanding Officer

Subj: CIVILIAN USE OF RECREATION FACILITIES

Ref: (a) BUPERSINST 1710.11C

Encl: (1) MWR Patron Eligibility Chart

1. Purpose. To publish policy regarding the use of recreation facilities by civilian federal employees and family members, retirees and contractors at Naval Air Station (NAS) Patuxent River, Maryland. This instruction includes Webster Field DoD civilian personnel and contractors.
2. Cancellation. NAS PAXRIV Instruction 1710.21H
3. Background. Recreation facilities and programs on Navy installations are maintained by the Morale, Welfare and Recreation (MWR) Department primarily for the benefit of military personnel and their family members. Where capacity exists, reference (a) permits extending authority to use recreation facilities and programs to Department of Defense (DoD) civilian personnel and contractors.
4. Policy. In the interest of promoting the team concept and improving revenue, most MWR facilities and programs offered at NAS Patuxent River are available to civilian DoD employees of commands and organizations affiliated with the NAS Patuxent River complex. As detailed below, DoD civilian personnel must purchase and maintain a membership in the Civilian Recreation Association in order to use some of the recreation facilities and programs. For those facilities and programs that require membership in the Civilian Recreation Association, such fees and charges are in addition to the association membership fee. If facilities become overcrowded as a result of this expanded eligibility, the total number of memberships available will be restricted and a waiting list established. Many facilities are open to contractors as well.
5. Eligibility
 - a. DoD Employees. Reference (a) authorizes Patuxent River DoD employees to use recreation facilities and compete in the intramural sports program. DoD employees have access to all facilities and programs except the Veterinary Treatment Facility which

~~is administered by the Army.~~ MAY 1 2002 Access to the Drill Hall and Outdoor Pool requires joining the Civilian Recreation Association. DoD employee dependent youth are authorized access when accompanied by their parent or guardian except when attending organized youth programs such as junior golf lessons, day camp, etc. Exceptions are made on a case-by-case basis, and are reviewed by the facility manager.

b. DoD Retirees. Employees retiring from Patuxent River may retain their membership to the Officers' Club and/or the Civilian Recreation Association. Either membership affords access to most other MWR facilities. If a retiree did not retain a membership at time of retirement, they may join at a later date; however, proof of retirement from Patuxent River must accompany the application.

c. St. Mary's College Full-Time Employees. As part of the Cooperative Education Scholarship Agreement between NAS Patuxent River and St. Mary's College, full time employees may use recreation facilities on a not-to-interfere basis. Authorized college personnel may use MWR facilities without joining a membership plan; however, college personnel must join the Officers' Club to book functions and benefit from the reduced meal cost plan. Access is also offered to family members and guests, but they must be accompanied by the college employee. Only the college employee will be issued a picture ID card.

d. Navy League. Active members of the local Navy League may purchase a Silver Card from the Officers' Club.

e. Patuxent River Federal Postal Service. Federal employees assigned to the Patuxent River postal office are eligible to use MWR facilities on a not-to-interfere basis.

f. Contractors. Contractors may use the Golf Course, Woodworking Hobby Shop, tickets and trips, the Cedar Point Beach, Officers' Club, Flight Deck Lounge, Patuxent Landing, Lil Eva's (includes CyberZone), Energy Zone, Beach House, Picnic Areas, Campgrounds, Garden Plots, Harper Creek Recreation Area, West Basin Marina (with the exception of slips), Youth Center (with the exception of School Age Care/Mattapanay Day Camp programs) and classes (yoga, group exercise, aqua aerobics, dance, scuba, etc.). Contractors may sponsor guests at these activities. Contractors may join all private organizations, including the flying and sail clubs. They may use other recreation facilities as a guest of an authorized patron, and when accompanied by their host.

g. Guests. Any authorized MWR patron may sponsor a limited number of guests aboard the station. A list must be provided to the Pass Office 72 hours in advance, or the eligible patron must personally escort them aboard station. Guests must be accompanied by their sponsor at all times.

6. Membership Plans

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a. Civilian Recreation Association. In order to use certain facilities, DoD employees, retirees and other eligible personnel must join the Civilian Recreation Association and pay a membership fee. In addition, they must pay all applicable fees and charges at facilities that charge daily, weekly, monthly, or annual fees. Memberships are sold on a first-come, first-served basis, and may be purchased at the Recreation Office in the Drill Hall (Room 12). Privileges extend to the member and his/her immediate family. Eligible spouses over 18 years may participate in intramural sports leagues. Family members under 10 years must be accompanied by their sponsor. Spousal identification cards are available through the Pass Office.

(1) Membership fees are due and payable upon expiration (30 days after purchase for monthly membership, and 365 days after purchase for annual membership). Fees not paid before expiration will result in loss of membership, and will require the former member to reapply. If there is a waiting list, a former member whose membership lapsed due to fee nonpayment will be added to the end of the list.

(2) Membership allows access to the Outdoor Pool and the Drill Hall (Basketball/Volleyball Courts, Bowling Center, Fitness Rooms, Gear Issue Room, Indoor Swimming Pool, Locker Rooms, Racquetball Courts, Saunas, and Weight Room).

(3) Although St. Mary's College personnel are not required to purchase a Civilian Recreation Association membership, they must obtain a special access card in order to gain entrance to the Drill Hall. A monthly or seasonal pass must be purchased to use the outdoor pool. Passes are available from the Recreation Office in the Drill Hall.

b. Officers' Club. The Officers' Club offers members discount meals, pool access and party booking privileges. Prices vary according to grade level and are paid annually. This plan is open to current DoD Patuxent River employees and retirees, contractors (GS-7 equivalent and above), and federal Patuxent River postal employees. College personnel may dine at the Club without a membership, but are required to join to reserve the facility for a function, benefit from membership discounts or use the pool.

c. Silver Card. The Silver Card provides membership to the Officers' Club and access to the Golf Course. This plan is available to Navy League members only.

d. Once a plan is purchased (applies to DoD retirees and Navy League) members have access to the Aerobics Center, Auto Skills Center, Beach House and picnic areas, Cedar Point Beach, recreation classes, Rassieur Youth Center (excludes School Age Care and Mattapany Day Camp), Harper Creek, Tickets and Tours, Marina (excludes slips), Patuxent Landing, Lil Eva's, Theater and Wood Hobby Shop. See enclosure (1) for a detailed facility listing. College staff are also afforded access to these facilities.

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e. Picture identification cards for DoD retirees, college staff and Navy League members may be obtained at the Pass Office one week after a plan is purchased. Spousal cards are available to current Patuxent River civilian employees and retirees.

7. Private organizations have made membership available to civilians as follows (a membership plan is require for Navy League and civilian retirees in order to use the golf course):

a. DoD employees (including family members), and contractors may become members of the following private organizations:

- (1) Aeromodelers
- (2) Cedar Point Ladies' Golf Association
- (3) Cedar Point Men's Golf Association
- (4) Flying Club
- (5) Godokai Aikido Club
- (6) Informal Tennis
- (7) Karate Club
- (8) Pax Pacers Running Club
- (9) Patuxent Velo Club
- (10) Pax River Skeet Club
- (11) Rifle and Pistol Club
- (12) Sailing Club
- (13) Toastmasters International

b. DoD employees and contractors, but not their family members may join the following private organizations:

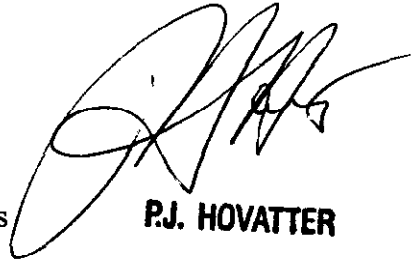
- (1) Mattapany Rod and Gun Club
- (2) Skeet and Trap Club

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8. Action. Commanding Officers, NAS Department Directors, Officers in Charge, and Competency Heads are encouraged to support this program as a contributor to a stronger and more effective work force.

9. Review Authority. The Director, MWR Department shall review this instruction annually, making changes as necessary.

Distribution:
Distribution List II
All Level 1-4 Competency Managers
Admin Officers
Tenants



P.J. HOVATTER

NAS PATUXENT RIVER - MORALE, WELFARE & RECREATION - PATRON ELIGIBILITY CHART

Facilities	Active Duty Military	Retired Military	Military Reservists	Military Family Members	DoD Pax River Employees	DoD Pax River Civilian Retirees	St. Mary's College Full-time Employees	Local Chapter Navy League	Pax River Postal Federal	Contractors Affiliated w/ Pax River
Auto Skills Center	✓	✓	✓	✓	✓	* or #	✓	(2)	✓	
Beach House/Picnic Areas	✓	✓	✓	✓	✓	* or #	✓	(2)	✓	✓
Bowling Center	✓	✓	✓	✓	*	* or #	✓		*	
Campgrounds	✓	✓	✓	✓	✓	* or #	✓	(2)	✓	✓
Cedar Point Beach	✓	✓	✓	✓	✓	* or #	✓	(2)	✓	✓
Child Development Centers	✓	✓		✓	✓	* or #				
Child Development Homes	✓	✓		✓	✓	* or #				✓
Customized Creations	✓	✓	✓	✓	✓	* or #	✓	(2)	✓	
Cyber Zone	✓	✓	✓	✓	✓	* or #	✓	(2)	✓	✓
Drill Hall	✓	✓	✓	✓		* or #	✓		*	
Fishing Areas	✓	✓	✓	✓	✓	* or #			✓	✓ (1)
Flight Deck Lounge	✓	✓	✓	✓	✓	* or #	✓	(2)	✓	✓
Flying Club	✓	✓	✓	✓	✓	* or #	✓	(2)	✓	✓
Garden Plots	✓	✓	✓	✓	✓	* or #	✓	(2)	✓	✓
Golf Course	✓	✓	✓	✓	✓	* or #	✓	(2)	✓	✓
Group Exercise (yoga, aerobics/aqua, dance, scuba)	✓	✓	✓	✓	✓	* or #	✓	(2)	✓	✓
Harper Creek Recreation Area	✓	✓	✓	✓	✓	* or #	✓	(2)	✓	✓
Intramural Sports Program	✓	✓	✓	✓	*	* or #	✓		*	
Lil Eva's	✓	✓	✓	✓	✓	* or #	✓	(2)	✓	✓
Marina	✓	✓	✓	✓	✓	* or #	✓	(2) (3)	✓	✓ (3)
Mattapanay Day Camp/School Age Care	✓			✓	✓					
Officers' Club	✓ (4)	✓ (4)	✓ (4)	✓ (4)	✓ (4)	* or #	✓ (4)	(2)	✓ (4)	✓ (4)
Patuxent Landing Restaurant	✓	✓	✓	✓	✓	* or #	✓	(2)	✓	✓
Rassieur Youth Center	✓	✓	✓ (5)	✓	✓	* or # (5)	✓ (5)	(2) (5)	✓ (5)	✓ (5)
Storage Lot	✓	✓	✓	✓						
Swimming Pools										
Indoor & Outdoor	✓	✓	✓	✓	*	* or #	✓		*	
Indoor (O'Club)	✓	✓	✓	✓	#	#	✓	# (2)	#	#
Theater	✓	✓	✓	✓	✓	* or #	✓	(2)	✓	
Tickets	✓	✓	✓	✓	✓	* or #	✓	(2)	✓	✓
Trips & Tours	✓	✓	✓	✓	✓	* or #	✓	(2)	✓	✓
Veterinary Treatment Facility	✓	✓		✓		* or #				
Wood Hobby Shop	✓	✓	✓	✓	✓	* or #	✓	(2)	✓	✓

* Membership Required ✓ Use Authorized # O'Club Membership required

- (1) Fishing in tidal waters only. (2) Local Navy League members with a Silver Card
 (3) Excludes slip rental program. (4) Membership required for pool use, price discount and party booking.
 (5) Excludes School Age Care.

DoD Pax River retirees must be an O'Club and/or Civilian Recreation Association member.

If a contractor has access to a facility (i.e. golf, woodworking) then they may also take classes at those facilities.

(Revised April 18, 2002)